

STATE: MINNESOTA

ATTACHMENT 1.2-D

Effective: July 1, 1995

TN: 95-15

Approved: SEP 21 1995

Supersedes: 93-28

ELIGIBILITY DETERMINATION STAFF

Minnesota's Medical Assistance program is supervised by the State Department of Human Services and administered by the State's 87 county governments. Local agencies are 82 county human services agencies and two multi-county (three counties for one, two counties for the other) human services agencies.

Eligibility determinations are prepared by employees of those agencies and ultimately approved by the county board. These employees are commonly classified as "financial workers." Worker job duties vary by county and individual intra-county organizational structure. Normally, financial workers:

- provide preapplication advice and information to potential applicants;
- process applications for assistance and make determinations to be given final approval or denial by the county director or designee of the county board (however, there is no delay in action from the time of a financial worker's determination);
- manage case maintenance activities, such as handling record keeping file changes, unanticipated changes in income or property of recipients;
- perform scheduled eligibility reviews;
- process case closings; and
- refer clients to other sources of assistance.